

**LITTLEBOURNE PARISH COUNCIL  
MINUTES OF THE MEETING HELD ON 6 DECEMBER 2017**

**Present:** Parish Cllr Mike Gallagher (Chairman)  
Parish Cllr Mick Giles  
Parish Cllr Cate Reid  
Parish Cllr Sylvia Wilson  
Parish Cllr Pamela Evans  
Parish Cllr Brian Hurlow  
Parish Cllr Melanie Moore  
Parish Cllr Ken Shaw  
Parish Cllr Peter Farrow

Mrs Gail Hubbard, Clerk to the Council  
There were no members of the public.

**85. THE CHAIRMANS OPENING REMARKS AND APOLOGIES FOR ABSENCE**

The Chairman welcomed everyone to the meeting.  
Apologies were received from County Cllr Michael Northey (unwell) and Community Warden Gary Moore (off duty).

**86. DECLARATIONS OF CLLRS INTERESTS AND REQUESTS FOR DISPENSATION**

There were none.

**87. MINUTES OF THE MEETING HELD 1 NOVEMBER 2017**

It was proposed by Cllr Farrow and seconded by Cllr Evans to accept the Minutes. The minutes were duly signed.

**88. POLICING AND NEIGHBOURHOOD WATCH**

The PCSO report had previously been circulated to Cllrs and is shown below;

Enclosed is a report for Littlebourne, Stodmarsh, Ickham, Grove, Brambling and Wickhambreaux areas from 01/11/2017 to 30/11/2017.

**CRIME REPORT INCIDENTS.**

- Suspect events in Grove Ferry, Ickham, Littlebourne and Wickhambreaux
- Poaching in Littlebourne

**POLICE RELATED INCIDENTS**

- Burglary in Grove Ferry
- Theft in Wickhambreaux
- Vehicle interference in Littlebourne
- Criminal damage in Grove Ferry

Kind regards and wishing you all and your families a Happy Christmas and a Happy New Year.

Clerk to thank Gavin and Nathan for report and send Christmas greetings.

The NHW circulation was mentioned as being very effective, also as a channel for circulating village news. Clerk to thank Viv Spratt on behalf of LPC and the village.

The increased area for the KCC Community Wardens was raised, as Gary has been working over in Faversham as well this week. Clerk to write to Cllr Northey to ask what is happening with the warden service. Are the many wardens that have left being replaced?

## **89. ADJOURNMENT**

There was none.

## **90. PLANNING/TREES**

The planning notifications on Appendix 2 were noted – attached at end of minutes

## **91. FINANCE**

### **FINANCIAL MATTERS**

- (a) RECEIVED the bank statements for October 2017, and RESOLVED the signature of the Chairman thereon;
- (b) NOTED £40.75 was taken from our account by DD on 20<sup>th</sup> November for our 1x1 domain and email address annual fee.
- (c) NOTED £11.99 will be taken from our account by DD on 15<sup>th</sup> December for our 1x1 website
- (d) NOTED £46 will be taken from our account by DD for December's employer and employee pension contributions.
- (e) NOTED the clerk has prepared the annual renewal invoice for Mr & Mrs Thompson for land rental of part of LPC's field on Court Hill.

### ***AUTHORISATION OF ACCOUNTS***

There were receipts totalling £20.00 NOTED this month. The expenditure list previously circulated to Cllrs as Appendix 3 totalling £2757.98 was proposed by Cllr Giles and seconded by Cllr Reid together with Appendix 3a presented at the meeting totalling £1857.26 which was proposed by Cllr Shaw and seconded by Cllr Hurlow. So it was RESOLVED that the financial matters and accounts, as set out be authorised for payment.

### ***RECOMMENDATIONS FROM FINANCE SUBCOMMITTEE***

The payment of the requested grants for 2018-19 was proposed by the finance subcommittee and seconded by Cllr Reid, seven Cllrs for, two against.

The payment of a £100 Christmas bonus to Mrs Clayson was proposed by the finance subcommittee and seconded by Cllr Giles.

After looking into all the options a new account would be opened for LPC to begin internet banking, the financial regulations would need to be updated to reflect this, these would be brought to the council for approval once amended.

### ***SETTING OF PRECEPT FOR 2018-19***

RECEIVED and AGREED the finance sub-committees draft precept figures for 2018-19 as previously circulated to Cllrs as Appendix 3b. It was explained that the precept was to increase this year for the first time in six years, over this period the money passed down to us from the Government by way of a Council tax support grant has decreased by more than £3500. The proposed figure of £39,948.99 would be an approx. increase of 3.9% which would mean approx. £2.50 more per year on a band D property. It was thus proposed by the finance subcommittee and seconded by Cllr Giles to accept the budget as laid out. Clerk to advise CCC of the requirement.

## **92. CLERK REPORT**

### **A. Letter from Howletts**

Confirming what had been agreed with Cllr Giles over the alternative plans for the elephant bridge PROW access route.

### **B. Email received by Chairman on residents attendance an LPC meeting**

As circulated to Cllrs and discussed at the meeting. It was decided a suitable response would be sent from the clerk with the invitation to meet with the Chairman and/or Cllrs to discuss the concerns further.

### **C. GDPR – General Data Processing Regulation**

All local councils are going to need to comply with new GDPR regulations The Clerk and Cllr Farrow are to attend training session by KALC on 14 December so we can ensure LPC compliance with the regulations.

### **CLERK REPORT**

#### **PLANTERS FOR THE HILL**

The new ones have now been built, are just awaiting painting before being installed prior to Christmas.

#### **TREES ON THE GREEN**

Concern was raised by a resident over the maintenance of the trees on The Green as some are getting very large and perhaps need cutting back. The Green is owned by Mounts but is maintained by LPC. Clerk to seek advice and obtain quotes for necessary works.

#### **BOLLARD**

One of the large bollards outside the shop was totally rotten and lying on the floor, clerk removed to bin. There are now several missing at various points in the carpark. Cllr Giles and Hurlow to look at what needs doing and obtain some prices.

#### **NOTICES**

The clerk has removed the WI noticeboard from the hall wall, it is beyond repair and no longer needed. Clerk has also removed the KCC Fostering banner which is damaged. Cllr Hurlow volunteered to rub down and varnish the LPC main noticeboard, as this is looking in a poor state.

#### **DOG POO BIN FOR THE LIST**

The request has been refused by CCC as they do not want to add another bin for the Serco contractors to empty. The bin on the list can be used for bagged waste.

#### **PLAYAREA**

Repairs scheduled for January.

### **93. HIGHWAYS**

The following was reported back from the Highways meeting earlier this week;

- Entrance to Pinewood for coppicing – signage now in place in both directions ‘mud on the road’ and ‘concealed entrance’ from one direction.
- White lines through the centre of the village – to be followed up as still not replaced
- Traffic survey had been carried out for one week in October, at two points, one inside the 30mph limit and one outside. LPC have concerns over the statistics provided in the reports.
- highlighted that some sat nav’s are still giving a 60mph limit in the 50pmh stretch of the A257. How are these updated, Cllr Moore to look into this one further.
- 40mph buffer zone is to be seriously considered
- The problems caused with the rat run through from Nargate Street via Bekesbourne Lane to A2 needs to be concentrated on next
- 20mph limits backed by KALC at recent AGM

The Clerk read out the following piece from Cllr Northey regarding the traffic survey reports; I’ve read the Traffic survey reports on both the sites, which were forwarded to me and others. I see the point that there is no need to move the 30mph sign as that would make no difference, but equally note there are other effective traffic calming and slowing measure which can be adopted. I await the views of the parish council

**94. ANY OTHER MATTERS FOR DISCUSSION ONLY**

The LPC emergency plan was raised in relation to the incident on Sunday night/Monday morning, with the missing person in Littlebourne. KCC and CCC have copies of the plan yet the incorrect people were called to access the WMH. Cllr Reid to track the events that happened then go forward from there.

The meeting closed at 9.30pm.

*Dates of future meetings: 10 January, 7 February, 7 March, 21 March (APM), 2 May, 6 June, 4 July, 5 September, 3 October, 7 November, 5 December 2018.*

Signed..... (Chairman)

Date.....

**LITTLEBOURNE PARISH COUNCIL  
PLANNING REPORT, 6 DECEMBER 2017**

**APPENDIX 2**

**New Applications**

CA//17/02559 & CA//17/02558	Application for full and listed building consent for installation of two rooflights to north east rear elevation of roof.  The Old Hall 37-39 Nargate Street, Littlebourne	No objections from LPC.
CA//17/02615	Proposed first floor extension  80A Bekesbourne Lane, Littlebourne CT3 1UZ	Response by 5 Jan 18 Planning committee to agree response.

**Notifications**

None		
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**Trees**

TRE/17/00531	Fell 1 Scots Pine Tree in front garden.  44 Nargate Street, Littlebourne, CT3 1UJ	No objections
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